

RECONCILIATION OF DHS TRUST ACCOUNT BALANCES ON ____/____/____

____ OFFICE TRUST FUNDS

FIRST SECURITY BANK ACCOUNT # _____
(Bank account where region office funds are deposited)

- BANK BALANCE ____/____/____ (Ending Balance on Region Office Bank Statement for Period Ending)	
- TRANSFERS FROM # (Total amt listed on Bank Statement as "funds transfer from")	(_____)
- O/S CHECKS PER RECONCILIATION REPORT (Uncleared Checks & Pmts on Reconciliation Report)	(_____)
- TRANSFERS TO # (Total amt listed on Bank Statement [end] as "funds transfer to")	
- DEPOSITS IN TRANSIT PER RECONCILIATION RP (New Deposits and Other Credits on Reconciliation Rep)	
- O/S NEW CHECKS (New checks & pmts on Reconciliation Rep)	(_____)
- BEGINNING BOOK BALANCE (Previous Balance on Reconciliation Rep)	
- OTHER ADJUSTMENT? (_____))l.e.stop payment reversal	
- OTHER ADJUSTMENT? (_____)	
ADJUSTED BANK BALANCE ____/____/____	

BOOK BALANCE @ ____/____/____ (Ending Account Balance on Reconciliation Rep)	
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CLIENT ALPHA REPORT BALANCE ____/____/____ (Total on Client Alpha Report)	
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- CASH MANAGEMENT BALANCE ____/____/____ (“Clrd Bal.” On Cash Management Rep (See BOF))	
- O/S CHECKS PER RECONCILIATION REPORT (Uncleared Checks and Pmts on Reconciliation Rep)	(_____)
- DEPOSITS IN TRANSIT PER REC.REPORT (New Deposits & Other Credits on Reconciliation Rep)	
- O/S NEW CHECKS ISSUED (New Checks & Pmts on Reconciliation Rep)	(_____)
- OTHER ADJUSTMENT? (_____))l.e. stop payment reversal	
- OTHER ADJUSTMENT? (_____)	
ADJUSTED CASH MANAGEMENT BAL / /	